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≡ RULES OF ORDER, ETC. ≡

— OF —

Vancouver Lodge No. 8

I. O. O. F.



Under the Jurisdiction of the Grand Lodge  
of British Columbia

Located at Vancouver, B. C.  
Instituted January 24th, 1887

VANCOUVER, B. C.  
EVANS & HASTINGS, PRINTERS  
1891



☼ Certificate of Membership ☼



Vancouver Lodge No. 8, I. O. O. F.

VANCOUVER, B. C.

This is to Certify that Bro.

*George*

*Polley* was duly admitted a member of this

Lodge by *Initiation* on the

*20*

day of

*May*

in the year of our Lord, 18*87*

*D. M. Jones*  
Noble Grand

*H. H. Davis*

Recording Secretary

See Page 53



# ≡ CONSTITUTION ≡

— OF —

## Vancouver Lodge No. 8

≡ I. O. O. F. ≡



### PREAMBLE.

For the purpose of effecting uniformity in the administration of the privileges, honors and benefits of Oddfellowship within this jurisdiction, the GRAND LODGE OF THE INDEPENDENT ORDER OF ODD FELLOWS OF THE PROVINCE OF BRITISH COLUMBIA ordains the following Constitution of Subordinate Lodges under its jurisdiction :

### ARTICLE I.

NAME, ETC.

SECTION 1. This Lodge shall consist of at least five members of the Third Degree, including one qualified to preside at its meetings, to be hailed and entitled Vancouver Lodge No. 8, Independent Order of Odd Fellows, holding a legal and unreclaimed charter, granted or sanctioned by the Grand Lodge of the Independent Order of Odd Fellows of the Province of British Columbia. It cannot voluntarily surrender its charter, or dissolve, so long as five Brothers in good standing object thereto.

## CONSTITUTION

SEC. 2. Two or more Lodges in this jurisdiction may consolidate whenever such Lodges so decide and agree at a regular meeting of each such Lodge, two weeks' notice being given of such resolution in each Lodge prior to its adoption, and providing that five or more members in good standing of either Lodge do not object to such consolidation.

## ARTICLE II.

## OF MEMBERSHIP.

SECTION 1. All candidates for initiation must be free white males, of the age of twenty-one years and upwards, of sound health, of good moral character and industrious habits, having some known reputable means of support, and believe in the existence of a Supreme Being, the Creator and Preserver of the Universe, and be proposed in the Lodge nearest his residence, except that Lodge grant permission for his joining another Lodge; Provided, that application for membership may be made to any Lodge nearest the residence of the applicant, in the same district. A person may be admitted to any Lodge in the city or village in which he resides; but all candidates for initiation must reside in this jurisdiction, except such candidates as may apply from any other Province, State or Territories, where there is no Grand Lodge or District Deputy Grand Sire located.

SEC. 2. All candidates for membership by deposit of card, or certificate of dismissal, or as Ancient Odd Fellows, whose cards or certificates of dismissal have been granted more than twelve months, shall deposit their cards or certificates with their proposition, or furnish satisfactory evidence that such card or certificate has been lost.

SEC. 3. No suspended or expelled member of the Order can be admitted to membership in this Lodge, except on a dismissal certificate, or on being reinstated, and receiving a withdrawal card from the



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Lodge which suspended or expelled him, or from the Grand Secretary, as prescribed by law, and this Lodge shall not admit to membership any member of an expelled or extinct Lodge without permission of the Grand Lodge of British Columbia.

SEC. 4. A non-affiliated Odd Fellow who has been regularly initiated in the Order, and has retained membership therein for at least ten consecutive years, and who, at the time of making application for reinstatement to membership, shall be over 50 years of age, may be admitted to membership in this Lodge as a non-beneficial member, upon such terms as the By-laws may prescribe, by presenting a petition as required under Section 1, Article III., for proposals for membership by initiation, which shall be disposed of according to said section.

SEC. 5. When an application for membership is received from a person residing nearer to another Lodge than to the one to which the application is made, the Lodge receiving such application shall communicate the fact to the Lodge nearest the residence of such applicant, and shall enquire whether such person is a fit and proper person to be admitted into our Order, and, if in the same district, shall also ask the consent of such Lodge to receive and act upon such application; and it shall take no further action upon such application until an answer is received to such communication. The Lodge receiving such communication shall appoint a committee of three to investigate the character, standing and health of the petitioner, in the same manner as if the application were made directly to such Lodge. Such committee shall report at the next regular meeting of the Lodge, and a certified copy of the report, together with a certified copy of the minutes showing the action of the Lodge upon the request for consent to receive and act upon the application (if such consent was necessary), shall be forthwith forwarded to the Lodge in which such application is filed, and said last named Lodge may then proceed upon such application as in

other cases, except that, if it be a case where the consent of the other Lodge is necessary, and that consent be refused, the petitioner's money (if any has been paid) shall be returned, and no further action shall be had in the premises.

### ARTICLE III.

#### OF PROPOSITIONS FOR MEMBERSHIP.

SECTION 1. The name of a person offered for membership, with his age, residence and occupation, must be proposed by a member in writing, signed by the applicant with the names of two persons as references attached and entered upon the record, and forthwith be referred to a committee of three members for investigation, who shall report at the next succeeding regular meeting (unless extraordinary circumstances prevent), when the candidate may be balloted for with ball ballots, and, if no more than two black balls appear, the candidate shall be declared elected; but if three or more appear, he shall be deemed rejected.

SEC. 2. No reconsideration of an unfavorable ballot can be had unless all the Brothers who may cast black balls against an applicant for membership voluntarily make a motion for a reconsideration of the ballot at the same meeting, and never more than one motion for the reconsideration in the same case shall be allowed; and in such case the vote on the reconsideration shall be taken by ball ballots, and if the ballots cast be in favor of it, the reconsideration shall be had; whereupon the application shall lie over until the succeeding meeting, when another ballot shall be had with ball ballots, and if the same be unanimously in favor of the applicant, he shall thereby be elected; but if one or more black balls appear in either ballot, the applicant shall be rejected. A favorable balloting can be reconsidered at any meeting prior to the admission of the candidate, provided a majority of the members present agree thereto.

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SEC. 3. When a candidate for initiation has been rejected, notice thereof shall be sent without delay to the Grand Secretary, and to all the Lodges in the jurisdiction, and he cannot be proposed again in any Lodge for the space of one year after such rejection. All other applications for membership may be renewed at any time.

SEC. 4. No proposition can be withdrawn after being referred to a committee, unless by consent of two-thirds of the members present at a regular meeting, and before the report of the committee has been read to the Lodge.

SEC. 5. If any person shall gain admittance to any Lodge upon a petition containing any false representations, he shall be expelled.

## ARTICLE IV.

## OF FEES, DUES AND BENEFITS-

SECTION 1. The fees of this Lodge shall not be less than ten dollars for initiation; five dollars for admission by card; ten dollars for an Ancient Odd Fellow; three dollars each for First and Second Degree, and four dollars for the Third Degree to the Lodge Fund, and such amount of dues to the Lodge Fund as shall be determined by the By-laws, which shall in no case be less than \$12 per year, in addition to which the Lodge may, by its By-laws, provide for a Widows', Orphans' and Education Fund, and Nurse and Funeral Tax, and for extraordinary assessments for Lodge purposes.

SEC. 2. Every member qualified, as required by the By-laws of his Lodge, shall, in case of being disabled by sickness or bodily accident from following any occupation, or otherwise earning a livelihood, be entitled to and may receive such weekly benefits as may be fixed by By-law from the funds of the Lodge; Provided, always, that such benefits shall not exceed the rate of ten dollars per week for each dollar of monthly contribution, and provided always, that no Lodge shall continue to pay the above rate of benefits

for a longer period than six months' continuous sickness, after which time it shall not exceed the sum of seven dollars and fifty cents for each dollar of monthly contribution; and further, that after the expiration of twelve months' continuous sickness, no Lodge shall pay greater benefits than at the rate of five dollars per week for each dollar of monthly contribution. For members not having the Scarlet Degree, the benefits shall not exceed the rate of six dollars per week for the first six months, four dollars and fifty cents per week for the next six months, and after which three dollars per week during term of sickness for each dollar of monthly contribution.

In all cases where a sick member has received benefits, and by reason of the recovery of his health ceased to be entitled to benefits, if he fall sick again within six months from the date of his ceasing to receive benefits, such sickness shall be considered as a continuation of his previous sickness, and he shall be placed in the same position as when he ceased to receive benefits, but, if six months shall have elapsed from the date of his restoration and he fall sick, he shall be entitled to receive full benefits.

SEC. 3. All fines and assessments of any nature shall, at the end of each term (June 30th and December 31st, respectively), be charged as dues against a Brother.

SEC. 4. When any member's account shows an indebtedness of three months' dues, the Brother shall not be entitled to benefits, and the Secretary shall notify the Brother of the fact without delay.

SEC. 5. In case of the death of a member qualified as required by the By-laws of his Lodge, there shall be allowed from the Lodge not less than thirty dollars to defray the expenses of the burial, to be paid by the N. G. on account of the funeral. In the absence of competent relations, the N. G. shall take charge of the funeral, and render an account of the disbursements.

SEC. 6. The funeral expenses and sick benefits shall be regulated by the By-laws of the Lodge, and all orders drawn for the above shall be by vote of the Lodge.

## ARTICLE V.

### OF DEGREES.

SECTION 1. A member who has been in membership four weeks may make application for election to any or all of the three subordinate Degrees, which application shall be accompanied with the amount required therefor, and be presented to the Lodge when open in that order of business, when the Lodge shall ballot upon the application; and if not more than two black balls be cast, he shall be declared elected; if he be rejected, no application shall be again received from him within three months thereafter. The Lodge may ballot for the three Degrees at one time when under that Order of Business, or under the Order of New Business, but shall not confer more than one Degree on a member at the same meeting, except in case of emergency, for which a dispensation must be obtained from the D. D. G. M. of the District.

Each Lodge shall confer the Degrees on its members, except in case of absence from the city, in which case the Brother shall be furnished with a certificate under seal, signed by the N. G., and attested by the Secretary, authorizing another Lodge to confer the same, providing the same is done without charge.

SEC. 2. All business other than conferring the Degrees shall be conducted in the Third Degree. Lodges may, by By-law, confer all the Degrees without charge upon any Brother of the Initiatory Degree with a view of enabling him to assist in the working of the Lodge, but he shall not participate in any of the benefits of the Order beyond what he may be entitled to receive under the Initiatory Degree.

## CONSTITUTION

## ARTICLE VI.

## OF OFFICERS.

SECTION 1. The elective officers of this Lodge shall consist of a N. G., V. G., Secretary and Treasurer, who shall serve a regular term each, and the Lodge may elect a Permanent Secretary for the same time, or for one year, to take charge of the accounts between the Lodge and its members.

SEC. 2. The appointed officers shall consist of a W. Conductor, O. G., I. G., R. S. to N. G., L. S. to N. G., R. S. to V. G., L. S. to V. G., and R. and L. S. S., who shall each serve a regular term; and the Lodge may also appoint a Chaplain for a regular term.

SEC. 3. No member shall be installed as N. G. unless he has served a term as V. G., or the last of a term to fill a vacancy which must be a majority of nights of the term, nor as V. G., unless he has served a term in an inferior office, other than Trustee or Chaplain. Service in office, whether elected or appointed, is qualifying in any other Lodge as well as in this Lodge, providing a Brother has a certificate to that effect under seal of a Lodge in good standing; Provided, that any Third Degree member who has paid for his Degrees may be elected, if all qualified Brothers refuse to serve, and a dispensation being granted by the Grand Master, Deputy Grand Master or Deputy of the District previous to election.

SEC. 4. All elective officers, Warden, Outside Guardian and Inside Guardian, shall be clear of all pecuniary charges on the books, and have attained the Third Degree previous to installation, and all elective officers shall be eligible for re-election.

SEC. 5. Nominations for elective officers shall be made only on the two meetings immediately preceding that of the regular election, except when the nominees for an office all decline.

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SEC. 6. Officers shall be elected at the last regular meeting in May and November of each year, and be installed at the first regular meeting in the new term: Provided the installing officer be present; if absent, the Lodge may, by vote, defer it for one week, or call a special meeting for the purpose, at the request of the District Deputy Grand Master. No member shall be elected to fill more than one elective office at the same time, except the Recording Secretary, who may also act as Permanent Secretary.

SEC. 7. Any officer absenting himself from the Lodge for three successive meetings, except in case of sickness, or any officer, for misconduct or neglect as such, may be removed by a vote of two-thirds of the members voting at the next meeting, after a resolution therefor has been offered in the Lodge.

SEC. 8. Vacancies in any elective office may be filled by the Lodge, by nomination and election, at the next regular meeting after nomination; and, until so filled, the N. G. shall appoint a member to the office *pro tem*.

SEC. 9. The duties of the various officers shall be as laid down in the charges of office and as specified by this Constitution and the By-laws of the Lodge.

SEC. 10. The N. G., or officer acting as such, shall appoint the majority, and the V. G., or officer acting as such, the minority of all committees on candidates.

SEC. 11. The Lodge, at the second regular meeting in January in each year, shall elect one representative to the Grand Lodge for its members of fifty or under; also one representative for every fifty members over and above first said number of fifty members in good standing, as shown by its report on the 31st day of December of the previous year. Each Lodge shall at the same time elect one alternate for each representative elected, and, in case a representative shall be unable to attend the session of the Grand Lodge, then the alternate receiving the highest number of votes may attend in his place and have all the powers and privileges of a representative.

## CONSTITUTION

## ARTICLE VII.

## OF PENALTIES AND TRIALS.

SECTION 1.—Clause 1. Any member neglecting or refusing to make payment of his dues or demands against him to the Lodge, according to its By-laws, for the space of eleven months, shall be notified by the Lodge in writing of the state of his account; and, if after one month his account still remains unsettled, he shall be suspended from membership; Provided that no person shall be so suspended until after the fact of his dues being in arrears and unpaid for twelve months shall have been announced in open Lodge at two regular meetings; and provided, further, that no person shall cease to be a member, under this section, whilst charges are pending against him; Provided that in case of absence of a Brother at a distance of fifty miles from his Lodge, two months' additional time shall be allowed him to pay his indebtedness.

CLAUSE 2. Any member suspended from membership for non-payment of dues, may be reinstated in the Lodge from which he was suspended within one year thereafter by paying the amount of one year's dues and by receiving a vote of two-thirds of the members present—a motion to that effect having been laid over one week; but after one year he may be reinstated upon the payment of the fee charged for an initiate of the same age, as provided by the By-laws, or such lesser sums as may be fixed by the By-laws of the Lodge to which such application is made; Provided such sum be not less than the amount of one year's dues of the said Lodge; and he shall petition the Lodge in writing to be reinstated, which shall be disposed of, in all respects, as provided for in Article III., Section 1, for petitions for membership by initiation. A member who has been suspended from membership for non-payment of dues and has been reinstated shall not be entitled to benefits for six months from the date of reinstatement.



CLAUSE 3. A member suspended from membership for non-payment of dues, and who makes application for reinstatement and for a Withdrawal Card for the purpose of uniting with another Lodge in this jurisdiction, may be reinstated and granted a final card at any time within five years from the date of suspension, upon the payment of one year's dues and the usual price of a card.

CLAUSE 4. A member, after being suspended in this jurisdiction for non-payment of dues for the space of five years, wishing to join a Lodge in this jurisdiction, shall be entitled to receive, and the Lodge shall grant him, upon proper application, a dismissal certificate upon the receipt of one dollar.

CLAUSE 5. A member suspended from membership in this jurisdiction for non-payment of dues, wishing to regain membership in another jurisdiction, shall, upon proper application, be entitled to receive from the Lodge from which he was so suspended a dismissal certificate upon the payment to said Lodge of one dollar.

CLAUSE 6. In all cases when a member has been suspended for non-payment of dues, and his Lodge has refused to reinstate him, he shall, upon a proper application, be entitled to receive, and the Lodge shall grant a dismissal certificate upon the receipt therefor of one dollar.

CLAUSE 7. Dismissal certificates may be received from the holders thereof on application for membership in Subordinate Lodges, in the same manner and with the same effect as Withdrawal Cards; and applications made on such certificates shall be received and acted on in like manner as upon Withdrawal Cards; but the holders of such certificates shall in no case be allowed to visit thereon.

CLAUSE 8. The certificates named in this section shall be only those provided by the Grand Secretary of the Sovereign Grand Lodge.

SEC. 2. Any member who shall violate any of the principles of the Order, or offend against the Constitution, By-laws, or Rules of Order of this Lodge, shall be fined, reprimanded, suspended, or expelled, as the By-laws may direct, or the Lodge determine. But he shall be entitled to a fair trial in accordance with the following Code of Procedure.

SEC. 3. No officer shall preside when his trial is taking place in the Lodge.

SEC. 4. All suspensions (as a means of punishment) must be for a definite period, not exceeding one year. At the end of the term of punishment, the Brother shall return to his rank in the Lodge without further action. A Brother who has been legally expelled shall not be again admitted to membership without the consent of the Grand Master.

SEC. 5. All trials arising under the provisions of this Article shall be conducted substantially according to the following

## CODE OF PROCEDURE.

### SECTION I.

RULE 1. All charges against members of the Order in this jurisdiction made pursuant to the provisions of Article VII. of this Constitution shall be drawn in the manner prescribed in Form 1, Section V., of this Code, and be signed by a member in good standing. The general charge shall be an averment of "Conduct unbecoming an Odd Fellow," followed by a specification or specifications stating the time, place and circumstances of the offence; and each offence shall be the subject of a separate specification

RULE 2. The charges and specifications shall be presented and read to the Lodge at a regular session, when open in the Order of "New Business," and shall be entered in full on the records.

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**RULE 3.** The Lodge shall, immediately after the  
 meeting of the charge, if the accused Brother be pres-  
 ent, proceed to the choice, by ballot, of a Committee  
 of Trial, consisting of five, who must, if possible,  
 have the same or a higher Degree than that attained  
 by the accused. Any member nominated as one of  
 the Committee of Trial may be challenged for cause  
 by the accuser, accused, or any member of the Lodge,  
 in which case the Lodge shall proceed to the election  
 of the members against whom no challenge has been  
 made. The grounds of challenge or challenges shall  
 then be stated, when the vote shall be taken, and if  
 two-thirds of those voting shall vote in favor of the  
 challenged Brother, he shall be declared elected.  
 Should such Brother fail to be elected, new nomina-  
 tions must be made and proceedings had until the  
 committee is filled. Should the accused Brother be  
 absent, the choice of the committee shall be post-  
 poned for two weeks, and the Secretary of the Lodge  
 shall notify the absent Brother of the fact that  
 charges have been preferred against him, and of the  
 time when the committee is to be appointed; and  
 should the Brother fail to appear at the time afore-  
 said, he shall be deemed to have waived his right of  
 challenge, and the Lodge shall proceed to the choice  
 of the committee as herein provided.

**RULE 4.** The Secretary shall make a copy of the  
 charge and specifications, affix thereto the seal of the  
 Lodge, and certify it substantially according to Form  
 2, Section V., of the Code, and serve, or cause the  
 same to be served upon the accused. He shall also  
 certify, under seal, the original charge and specifica-  
 tions, and deliver the same to the first named mem-  
 ber of the committee, according to Form 3, Section  
 V., of the Code, and shall notify each member there-  
 of of his appointment, according to Form 4, Section V.

**RULE 5.** The first named member of said commit-  
 tee shall, within one week after receiving notice of his  
 appointment, call a meeting of the committee for or-

ganization, when a chairman and secretary shall be elected, and a suitable time and place be appointed for an adjourned meeting, which shall not be held in less than two weeks, at which the accuser and accused shall be notified to appear and proceed with the trial. The notice shall be in accordance with Form 5, Section V., of this Code, and must be served upon the parties personally, if they can be found, otherwise by leaving the same at their last known place of residence, if in the town or city where the Lodge is located, at least one week prior to the time of the trial. If the accused resides out of the town, the notice shall be directed to his last known place of residence and left at the post office, and, if the Brother so notified shall not appear at the time specified, or offer satisfactory reasons therefor, the committee shall proceed as if he were present, or they may report by resolution to expel the member so refusing to appear, for contempt of the Lodge.

**RULE 6.** At the time specified for the trial, the accuser and accused being present and answering, the charge and specifications shall be read and the accused be required to make answer to each specification contained in the charge. Should the accused object to a specification on the ground of indefiniteness, the accuser shall have leave to amend, provided such amendment be made immediately. The accused may then plead to each specification either of the following answers:

1. That the alleged offence is not within the legal jurisdiction of the Lodge.
2. That the complaint contained in the specification is frivolous.
3. Admit the facts stated and justify the alleged offence.
4. Guilty.
5. Not guilty.

**RULE 7.** The report of the committee shall state the findings on each specification and on the charge, according to Form 6, Section V., of the Code, and shall be accompanied by an accurate record of their proceedings, rulings and decisions, together with the evidence taken during the trial, and a resolution or resolutions for adoption by the Lodge, which shall be submitted to the Lodge within one month after the case has been submitted to them. Should there be a minority report, it shall be drawn and presented in a similar manner.

**RULE 8.** The report of the committee shall be received and entered in full in the records, without discussion, and laid over for action at the second regular session thereafter. The Secretary shall immediately transmit to the accuser and accused a copy of the report or reports, and also notify them of the time when the same will be acted upon, in the manner prescribed in Rule 5. At the time fixed upon to consider the report, the Lodge may proceed to consider and determine the matter, whether the accused Brother be present or not; and in all cases involving the suspension or expulsion of a member, it shall require a vote of two-thirds of the members present to adopt the resolution, and the Lodge shall be fully competent, while such motion is under consideration, to vary the penalty from the original motion. Either party may object to any of the rulings and decisions of the committee, when the Lodge shall take up the report for consideration.

**Rule 9.** At the regular meeting of the Lodge two weeks after the report of the committee, the case shall be taken up; the findings, rulings and resolutions of the committee read and considered, and all testimony, if any, bearing thereon; and the Lodge shall, by vote, adopt or reject the resolutions which may be submitted to the committee, subject to the provisions of Rule 8.

**RULE 10.** When the Lodge shall have taken final action as aforesaid, the Secretary shall at once give notice thereof, under seal, to the party against whom the decision is rendered, by delivering the same to him personally, or by leaving it at his last known place of residence, or forwarding to him by mail, from which decision he may appeal to the Grand Lodge of British Columbia within two weeks after the service of such notice, by filing with the Secretary a written notice of such appeal and the grounds thereof, according to Form 7, Section V., of the Code, and also by serving a notice of appeal upon the Grand Secretary, according to Form 8, Section V.

#### SECTION II.—RULES GOVERNING COMMITTEES.

**RULE 1.** Three members of a Committee of Trial shall constitute a quorum and be competent to proceed with the preliminary trial. All questions requiring a decision of the committee shall be determined by a majority of those present.

**RULE 2.** When the accuser or accused shall notify the chairman of the Committee of Trial in writing that he requires the presence of a member of the Order as a witness, the chairman shall endorse such notice, stating the time and place of meeting, and transmit it to the Noble Grand of the Lodge of which such witness is a member, who shall immediately cause the member (or members) named to be summoned to attend as a witness, according to Form 9, Section V., of the Code.

**RULE 3.** The committee shall keep correct minutes of the proceedings, which must show:

1. The date and place of each meeting, and the parties present.
2. The charges and specifications and answers or pleas of the accused.
3. All points raised and the decisions thereon.

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5. Parol evidence in full, subscribed by the witness.
6. Documentary evidence distinctly marked.
7. Decisions of the committee upon each specification and charge.

RULE 4. The report must be signed by at least three members of the committee.

#### SECTION III. --EVIDENCE AND WITNESSES.

RULE 1. The evidence competent to be admitted before the Committee of Trial shall be: 1, Testimony of witnesses, who shall appear before the committee; 2, Depositions; 3, Records of Lodge; 4, Documentary evidence, etc. The committee shall determine the admissibility of the evidence offered, subject to exceptions by either party; the exceptions so taken shall be entered by the committee upon its minutes.

RULE 2. After the direct and cross-examination of a witness has been concluded, the witness shall not be further examined or re-called, except to explain evidence given on his original examination, or by consent of the opposing party.

RULE 3. Extracts from the records of a Lodge shall be authenticated by the Secretary, under seal. No Lodge shall be allowed to challenge its records, or extracts taken therefrom, when duly authenticated.

RULE 4. Members of the Order shall qualify under their obligations as Old Fellows, according to Form 12, Section V., of the Code; witnesses, not members, shall be qualified by some civil officer authorized to administer oaths.

RULE 5. Depositions of absent witnesses shall be procured in the manner prescribed by the Sovereign Grand Lodge of the I. O. O. F., Journal of 1857, pp. 2738, 2774; Journal of 1858, pp. 2909, 2926.

RULE 6. The attendance of a person as a witness who is not a member of the Order must be procured by the party desiring him.

RULE 7. After the evidence for the accused shall have been put in, the prosecution may introduce testimony in rebuttal of the witnesses for the defence, but for no other purpose.

#### SECTION IV.—APPEALS.

RULE 1. All appeals by Subordinate Lodges or their members shall be presented within twenty days from the action of the Lodge appealed from, with all papers properly certified, to the Grand Secretary of the Grand Lodge of British Columbia; and no appeal will be considered unless such course is taken.

RULE 2. The Lodge shall, within twenty days after the reception of a notice of appeal to the Grand Lodge, through its Secretary, deliver to the Grand Secretary, under seal, a certified copy of the charge, minutes of the Committee of Trial, and also of the records of the Lodge relating to the subject matter of the appeal; and the original testimony taken at the trial, according to Form 10, Section V., of the Code.

RULE 3. Should the Lodge fail to make the above return, the Grand Secretary shall notify the Lodge of such failure, and direct the return to be made within ten days from the receipt of the notice, according to Form 11, Section V., of the Code, and, if default be made, he shall report the Lodge to the Grand Master as insubordinate.

RULE 4. The Grand Secretary shall, at the time required by law, present the appeal, together with all the papers in the case received by him, to the chairman of the Committee on Appeals of the Grand Lodge.

RULE 5. When an appeal shall finally be decided by the Grand Lodge, the Grand Secretary shall, within one month after such decision, notify the Lodge and the appellant thereof. The record in appeals from a Subordinate Lodge need not be printed.



# CONSTITUTION

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## SECTION V.

### FORM 1.—CHARGE AND SPECIFICATIONS.

.....189..

To.....Lodge, No..... I.O.O.F.

The undersigned, a member of .....Lodge, No. .... I.O.O.F., does hereby charge Brother..... of said Lodge, with Conduct Unbecoming an Odd Fellow, and the grounds of this charge are more particularly set forth in the following specifications, to wit:

Specification First—The above named..... in violation of the laws of the Order, did on or about the..... day of..... 189.. (here state the offence, place and other circumstances, and continue with specification second, etc., as provided in Rule 1, Section 1).

Fraternally submitted,

(Signed).....

### FORM 2.—NOTICE TO THE ACCUSED.

.....Lodge, No..... I.O.O.F.

.....189..

Brother.....

Enclosed in this notice I transmit a copy of charge and specifications preferred against you by..... of..... Lodge, No..... The same were referred to a Committee of Trial, consisting of (give names). The officers of said committee will notify you of the time and place to appear for answer.

Fraternally,

SEAL

.....Secretary.

## CONSTITUTION

FORM 3.—NOTICE TO TEMPORARY CHAIRMAN OF COMMITTEE TO TRY CHARGES.

.....Lodge, No..... I.O.O.F.

.....189..

Brother.....

The members named below were this evening appointed a Committee of Trial on the charge and specifications preferred by.....against..... As the temporary chairman of such committee, you will, within one week after receiving this notice, call a meeting of said committee for organization. The committee consists of Brothers (give names). Fraternally,

SEAL

.....Secretary.

FORM 4.—NOTICE TO MEMBERS OF COMMITTEES.

.....Lodge, No..... I.O.O.F.

.....189..

Brother.....

You were this evening appointed as one of the Committee of Trial on the charge and specifications preferred by.....against..... Brother..... the temporary chairman of the committee, will notify you of the time and place of the meeting of the committee for organization.

Fraternally.....

SEAL

.....Secretary.

FORM 5.—NOTICE TO ACCUSER AND ACCUSED TO ATTEND  
MEETING OF COMMITTEE.

.....189..

Brother.....

The Committee of Trial on the charge and specifications preferred by.....against  
.....will meet (give time and place) to hear and decide the case. You are hereby notified to be present and (sustain or defend) the same.

Fraternally,

.....Chairman.

.....Secretary.

FORM 6.—REPORT OF COMMITTEE OF TRIAL.

.....189..

To.....Lodge, No.... I.O.O.F.

The undersigned, a (majority or minority) of the committee to investigate the charge and specifications preferred by.....against.....respectfully report: That, after hearing the parties, they find (state finding on each specification and the charge, as required by Rule 7, Section I). The minutes of the doings of the committee, a copy of the evidence taken, and papers pertaining to the trial, are herewith placed in the custody of the Secretary of the Lodge.

Fraternally submitted,

(Signed by Committee).

FORM 7.—NOTICE OF APPEAL TO THE GRAND LODGE  
OF BRITISH COLUMBIA.

To.....Lodge, No.... I.O.O.F.

The undersigned hereby gives notice that he appeals to the Grand Lodge of British Columbia, I.O.O.F., from the action of the Lodge in the matter

of Charge and Specifications preferred by.....  
 against..... This appeal is taken on the  
 ground of (here state the grounds of the appeal).

Fraternally,

(Signed),.....

FORM 8.—APPEAL TO THE GRAND LODGE OF BRITISH  
 COLUMBIA.

To the Grand Lodge of British Columbia of the  
 I. O. O. F.

The undersigned, a member of.....Lodge,  
 No..... respectfully appeals to your Grand Body  
 from the action of said Lodge (state the action from  
 which the appeal is taken and the grounds upon which  
 it rests). Your appellant asks that you will reverse  
 said action, or grant such other relief as you may  
 deem the merits of the case demand.

Fraternally,

(Signature and residence).....

FORM 9.—NOTICE TO ATTEND AS WITNESS.

.....Lodge, No..... I.O.O.F.  
 .....189..

Brother.....

You are hereby notified to attend as witness before  
 the Committee of Trial on the charge and specifica-  
 tions preferred by.....against.....  
 (state the time and place). By order of the Noble  
 Grand. Fraternaly,

[SEAL]

.....Secretary.

## CONSTITUTION

FORM 10.—CERTIFICATE ACCOMPANYING RETURN OF  
LODGE UNDER RULE 1, SECTION IV.

.....Lodge, No..... I.O.O.F.  
.....189..

To the Grand Lodge of British Columbia of the  
I. O. O. F.

Enclosed you will receive the return of this Lodge  
in the matter of the appeal of.....  
to your Grand Body, required by Rule 1, Section IV.  
I hereby certify that the same embraces correct copies  
of all the minutes and papers relating to the case, in  
my possession, or in possession of the Lodge, and also  
the original testimony taken at the trial.

Fraternally,

SEAL] .....Secretary.

FORM 11.—NOTICE OF GRAND SECRETARY TO LODGE,  
UNDER RULE 3, SECTION IV.

Grand Lodge of British Columbia of the I. O. O. F.,  
Office of the Grand Secretary.

.....189..

To.....Lodge, No..... I.O.O.F.

On the.....day of.....I received  
from.....an appeal from the action of your  
Lodge in matter of (state cause of appeal). The  
papers relating to the appeal not having been trans-  
mitted to me within the time specified by law, you  
are hereby notified to forward the same to me within  
ten days from the receipt of this notice. Should I  
not receive them, it will be my unpleasant duty to  
proceed under Rule 3, Section IV., of the Code.

Fraternally,

.....Grand Secretary.

FORM 12.—OBLIGATION TO WITNESS TO BE ADMINIS-  
TERED BY THE CHAIRMAN OF THE COMMITTEE.

You do sincerely declare upon your honor as an Odd Fellow, that the evidence you shall give in the matter of charge preferred by.....against ..... now pending, shall be the truth, the whole truth, and nothing but the truth. Thus you do affirm.

SEC. 6. Notice of the expulsion or suspension of a member, with the cause thereof, shall be given by the Secretary forthwith to all the Lodges in this jurisdiction.

SEC. 7. This Lodge shall have a book in which shall be entered the names of all persons rejected, suspended, or expelled by this or any other Lodge, of which they may have received due notice, with the date and cause of such suspension or expulsion.

## ARTICLE VIII.

### FUNDS AND PROPERTY.

SECTION 1. The funds and property of this Lodge shall be held exclusively as a Trust Fund, to be devoted to no other purpose than the charitable uses of the I.O.O.F. and expenditures legitimately made for Lodge purposes, and of the advancement of the interests of the Lodge or the Order. The funds may be invested from time to time as the Lodge shall direct, but no part thereof, or of the Lodge property, or of the proceeds of any sales of such property, shall ever be divided among the members; and in case of a surrender or forfeiture of the Lodge Charter, all the funds and property of the Lodge of whatsoever kind shall be immediately surrendered and delivered up to the Grand Lodge of this jurisdiction, or to its officers or agents properly authorized to receive them.

## ARTICLE IX.

## OFFENCES.

SECTION 1. No member of this Lodge shall be concerned in organizing or visiting any illegal, spurious, expelled, extinct or suspended Lodge of Odd Fellows; nor paint on his sign any emblem of the Order, or otherwise exhibit any upon the same, or have any printed or engraved upon his business card, nor expose any in a public place as a sign; or receive or put any motion from the Chair of the N.G., unless he be a present or past N. G. or V. G.

SEC. 2. This Lodge shall not have a public procession, unless to attend the funeral of a member, or have any public celebration of any kind, or get up any ball or public amusement in the name of the Order, or reinstate an expelled member of this Lodge, without permission of the Grand Master.

## ARTICLE X.

## TERMS AND RETURNS.

SECTION 1. All terms shall commence on the first day of January and July in each year, and end on the day the succeeding one commences.

SEC. 2. The officers for the term about expiring shall prepare and deliver to the officer who shall install their successors the result of the elections and a regular report of the work of the term, including the names of those initiated, admitted by card, and as an Ancient Odd Fellow; those suspended or expelled, and the cause thereof, and of those reinstated and deceased; the number of certificates for Degrees granted; the whole number in membership, and the amount of receipts, accompanied by whatever amount may be due to the Grand Lodge.

SEC. 3. In addition to the above, the officers for the term expiring on the first meeting in January shall annually make to the Grand Lodge a full return of the members of the Lodge (except such as are more

than one year in arrears or have been expelled) ranked according to the Degrees attained, and a statement of the number of members relieved in the past year; the number of widowed families relieved; the number of members buried, the number of sisters buried, the amount of money applied to each of these purposes; the amount paid for the education of orphans; the amount paid for current expenses; the amount of money in the Treasury, amount of Widows' and Orphans' Fund, and amount of investment.

SEC. 4. Should this Lodge fail to make any of its returns, as required by the two preceding sections, for one year, it shall thereby forfeit its charter and become extinct; and it shall be the duty of the G.M., or D.D.G.M., to withhold the A. T. P. W. and semi-annual P. W. until such returns are made, and the amount due the Grand Lodge paid. And it shall be the duty of the last installed officers to transmit or surrender to the Grand Master or his Deputy the charter, books, papers, furniture and funds of the Lodge.

## ARTICLE XI.

### OF CARDS.

SECTION 1. Withdrawal Cards may be granted to members who are clear of the books, according to law, by a majority vote, by ballot of the members present when application is made. Should the Lodge refuse to grant the card, the applicant, on tendering a written resignation of membership and paying all dues, shall be entitled to receive from the Secretary a certificate under the seal of the Lodge to that effect; and such certificate shall be sufficient evidence of good standing at the time of such resignation.

SEC. 2. Visiting Cards may be granted upon application in open Lodge, or they may be issued by the N. G. and Recording Secretary to members in good standing upon application in writing, but in either



## CONSTITUTION

case the dues of the applicant must be paid up to the end of the time for which the card is granted, which time shall not exceed one year from the date of the card.

### ARTICLE XII.

#### INTERPRETATION AND AMENDMENT.

SECTION 1. When any doubt arises as to the true meaning of any part of these Articles, it shall be determined by the Grand Lodge.

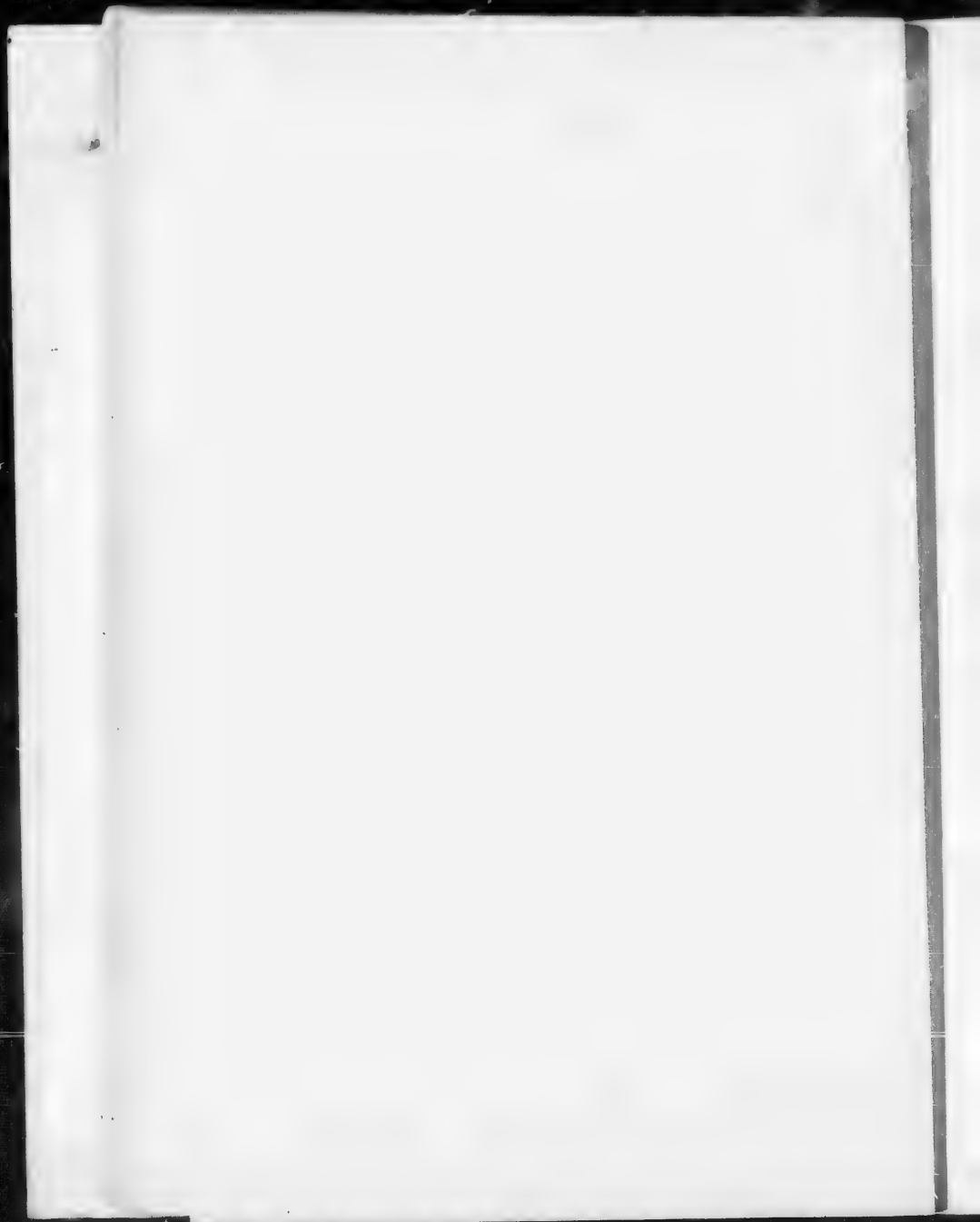
SEC. 2. These Articles, or any part thereof, shall not be altered, amended, suspended or annulled, except on motion made in the Grand Lodge, at a regular session, and carried by a two-third vote.

### ARTICLE XIII.

#### OF BY-LAWS.

SECTION 1. This Lodge may make, alter or rescind such By-laws, Rules and Resolutions, from time to time, as may be deemed expedient; Provided, that they do not in any wise contravene this Constitution, or the Constitution, By-laws, or Regulations of the Grand Lodge of the Province of British Columbia, or of the Sovereign Grand Lodge.

SEC. 2. The By-laws of this Lodge are in force from the time their approval by the Committee on Laws of Subordinates, subject to the approval of the Grand Lodge; and the manuscript copy of such By-laws and amendments thereto shall, before being printed, be transmitted to the Grand Secretary, to be transmitted to the Committee on Laws of Subordinates for their approval.



— BY LAWS —

Vancouver Lodge No. 8

I. O. O. F.

ARTICLE I.

MEMBERSHIP.

SECTION 1. Propositions for membership must be made in conformity with Articles II. and III. of the Constitution.

SEC. 2. No application for membership shall be made known to any person excepting a member of the Order, until the same shall have been determined favorably.

SEC. 3. Every application for membership shall be in the prescribed form, accompanied by the Lodge physician's certificate of health; shall show whether for membership by initiation, by deposit of an unexpired withdrawal card, or a dismissal certificate, or as an Ancient Odd Fellow, shall be accompanied by two dollars (\$2.00), which sum shall be placed to the credit of the candidate's admission fee; Provided he appears for admission within thirteen weeks after election: otherwise, such deposit shall be placed to the credit of the Widows' and Orphans' Fund, but in event of rejection, it shall be returned to the candidate.

SEC. 4. Every Brother, on his admission to the Lodge, shall give his place of residence to the Permanent Secretary, and, whenever he changes his residence, he shall notify the Permanent Secretary of such change or forfeit his claims to the attention of the Visiting Committee.

SEC. 5. No Brother shall enter or retire from the Lodge during initiation or the conferring of Degrees.

SEC. 6. In balloting on propositions, the ballot box shall be placed in the centre of the room in full view of the Noble Grand, who shall supervise the ballot. The ballot having been declared closed, the Warden shall pass the box to the Vice-Grand, who shall examine the ballot; the Warden then shall pass the box to the Noble Grand, who shall inspect the ballot and announce the results by merely stating whether the candidate is elected or rejected.

## ARTICLE II.

### MEETINGS.

SECTION 1. This Lodge shall hold its regular meetings every Friday evening at 7.30 o'clock from the 1st of October to the 31st of March, and at 8 o'clock from the 1st of April to the 30th of September. The Noble Grand may summon a special meeting whenever he shall deem it necessary, or when requested to do so by five members in good standing of the Degree of Truth; Provided, always, that not less than eight hours notice of the time and object be given by the Secretary by means of a written or printed circular to every Brother of the Lodge residing in the city, or a notice in the newspapers stating the purpose of the meeting.

SEC. 2. Five members shall constitute a quorum for the transaction of business at any regular or special meeting.

SEC. 3. No business other than that for which the meeting was specially called shall be discussed at such meeting.

## ARTICLE III.

SECTION 1. A Brother who has been an initiate for one month shall be eligible for Degrees in the manner provided in Article V. of the Constitution.

## ARTICLE IV.

## ELECTION OF OFFICERS.

SECTION 1. The election of officers shall be in conformity with Article VI. of the Constitution.

## ARTICLE V.

## DUTIES OF THE N. G.

It shall be the duty of the Noble Grand to appoint two tellers at election, who shall canvass the votes given and declare the result to the Noble Grand, by whom it shall be announced to the Lodge. It shall also be the duty of the N. G. to preside in the Lodge, to enforce a due observance of the Constitution and By-laws, and proper respect for the Grand Lodge of British Columbia; to see that all the officers of the Lodge and the members of committees perform their respective duties as enjoined by the respective charges and laws; to take care that all fines not requiring a vote of the Lodge for their imposition be punctually charged on the books of the Permanent Secretary; to exercise a vigilant supervision in regard to all irregularities, subjecting Brothers to fines or penalties by the vote of the Lodge; to bring the same before the Lodge whenever known to him without fear or favor; to take charge of the charter of the Lodge; to have it always in the Lodge while in session; to summon special meetings whenever he may consider it necessary, or when requested to do so by five members of the Lodge in good standing; to appoint all officers and committees not otherwise provided for; to fill by appointment all vacancies occurring in committees or in offices originally filled by his appointment; to examine the ballot box after every ballot for members; to ascertain and announce to the Lodge

the result of all ballotings and votes, and to give the casting vote in case of a tie on any question, except those decided by ballot; to present a copy of the Constitution and By-laws to each Brother on his admission; to ascertain from the Permanent Secretary his receipts since last Lodge night and announce the same to the Lodge; to cause the Recording Secretary to invite Brothers to attend the funeral of any Brother for whom the Lodge may be chargeable with a funeral benefit; to take charge of such funeral in absence of competent relations, and receive the benefit and regulate the disbursements; to draw upon the Treasurer all sums voted by the Lodge or necessary for the payment of any benefit due under these laws; to act as the chairman of the Visiting Committee, and, in the absence of any elective officer or other officer appointed by the Noble Grand, he shall appoint a qualified Brother *pro tem* to perform the duties of such office; he shall perform all other duties pertaining to his office required by the Constitution or By-laws of the Lodge, or by the charges and usages of the Order: and shall not make or second any motion, or take part in any debate while in the chair, except in a case of an appeal from his decision.

#### ARTICLE VI.

##### DUTIES OF THE JUNIOR P. G.

It shall be the duty of the Junior Past Grand to attend regularly the meetings of the Lodge; to act as sitting Past Grand for the term of six months; to deliver the charge of that office at initiation, or to see that the same be done by a Past Grand or Noble Grand.

#### ARTICLE VII.

##### DUTIES OF THE V. G.

It shall be the duty of the Vice Grand to assist the Noble Grand, and, in his absence, to take his chair, except during an initiation, visiting of the Grand Officers, or other important occasion, when he may

use it to be taken by a Past Grand; to appoint his own supporters and the minority of all committees on character; to assist in the examination of the ballot at the election for membership; to act as a member of the Visiting Committee, and whenever the Noble Grand is absent, to act as chairman thereof; to take charge of the door under the Noble Grand, and perform such other duties as are prescribed by the charges of his office and the usages of the Order. He shall also act as chairman of the Finance Committee.

### ARTICLE VIII.

#### DUTIES OF THE RECORDING SECRETARY.

It shall be the duty of the Recording Secretary to keep an accurate record of all the proceedings of the Lodge; to take charge of and keep in safety the seal of the Lodge; to keep carefully and in good order all books, papers and other property belonging to his office, and deliver the same to his successors in like good order; to fill up all certificates and cards granted by the Lodge, and visiting cards granted by the Noble Grand; to invite and duly dispatch and copy into the letter book all communications ordered by the Lodge; to perpetually bind all notices required by the order of the Noble Grand or of the Lodge; to examine all candidates of their election or re-election when the proposer of any such candidate desires to do so, without disclosing any other fact or circumstance connected therewith; to examine the book kept in reference to all nominations for membership, and report to the Committee on Character with the result of such examination; to fill out for the chairman of such committee a notice containing the names of the committee and also that of the candidate and the references; to preserve and file all written resolutions, motions, resolutions and reports upon which action has been taken by the Lodge; to keep written up in good order all books placed in his charge, and to carefully preserve all papers left with him; to arrest all var-

rants for money ordered to be paid at a regular meeting of the Lodge; to advise the Permanent Secretary of all votes of the Lodge imposing any assessment or imposing or remitting any fine, and also all fines otherwise incurred by any Brother, and shall enter on the minutes of the Lodge a statement containing the name of any Brother who receives Degrees, and also what Degree or Degrees he receives, and record the same in a separate book, and perform such other duties consistent with his office as may be required of him by the Lodge or his charge of office, and for such service he shall receive a remission of his own dues for his term of office.

## ARTICLE IX.

### DUTIES OF THE PERMANENT SECRETARY.

It shall be the duty of the Permanent Secretary to keep just and true accounts between the Lodge and its members; to char, count and collect punctually all dues, charges, assessments and fines; to notify every Brother by means of a written or printed circular, mailed to his address, at least two weeks previous to the close of each quarter, of the amount of his arrears and the amount of the regular dues for the current quarter; to call the special attention of every Brother owing dues for twelve calendar months to the provisions of their laws by means of a written or printed notice mailed to his address; to advise the Noble Grand from time to time of the names of all Brothers owing dues twelve calendar months, to the end that such provision may be punctually carried into effect; to receive all moneys due the Lodge and pay them forthwith to the Treasurer, taking his receipt for the same; to furnish the Lodge at the first meeting in each term with a written statement of all moneys received by him during that past term; to have his books written up for the Finance Committee within twenty-four hours of the last meeting in each term; to deliver to his successor all books, papers and other property

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pertaining to his office; to make out at the end of each term for the Grand Lodge a full return of the proceedings of the Grand Lodge during the term, and for such services he shall receive a remission of his own dues for his term of office.

## ARTICLE X.

## DUTIES OF THE TREASURER.

It shall be the duty of the Treasurer to receive from the Permanent Secretary all moneys of the Lodge, and carefully take charge of and deal with the same in such a manner as may be required by the By-laws of the Lodge, or by any vote of the Lodge duly passed in conformity therewith; to pay all warrants signed by the Noble Grand and Recording Secretary, but none other; to keep a correct account of all moneys coming into his hands; to advise the Permanent Secretary punctually of the state of his books; whenever the said Permanent Secretary may require the levying of any assessment under these laws, to lay before the Lodge a statement of its receipts and disbursements at the first regular meeting in each term: to have his books written up for the Finance Committee within twenty-four hours after the last regular meeting in each term, and to deliver up when legally called upon all moneys, bonds, papers, books and other property of the Lodge which may be in his possession or charge to his successor in office, or to any Brother or Brothers whom the Lodge may appoint to receive the same. Prior to his installation into office, the Treasurer shall give to the Noble Grand or Vice Grand, or the Lodge, as the case may be, a bond in the sum of one thousand dollars (\$1,000) in a Canadian Guarantee Company to be approved by the Lodge, for the term for which he may serve, subject to such penalties and on such conditions as from time to time may be prescribed by the Lodge.

## ARTICLE XI.

## DUTIES OF THE PHYSICIAN.

This Lodge shall elect a Physician who shall be a regular licensed practitioner, whose duty it shall be to examine all applicants for membership and report the result on the form prescribed by the Lodge, and for which examination he shall charge the Lodge a fee.

## ARTICLE XII.

## DUTIES OF THE TRUSTEES.

At the last meeting in November annually, there shall be elected, by a majority vote by ballot, three members of this Lodge, who shall be denominated Trustees of the Funds and Investments of Vancouver Lodge, No. 8, I.O.O.F., whose duty it shall be to hold in trust for this Lodge all stocks, securities, investments, properties and funds, and to transfer, exchange or deposit the same or any part thereof whenever required under these By-laws so to do. The said Trustees shall deposit or invest all moneys ordered by the Lodge in the name of the Trustees of Vancouver Lodge No. 8, I. O. O. F., and not to be drawn out unless their draft is countersigned by the Noble Grand and Recording Secretary; and no amount shall be drawn without the consent of the Lodge by a vote of two-thirds of the members present at a regular meeting; and, in all cases where the money is ordered to be drawn, the cheques or instruments upon which the same are drawn shall be signed by the Trustees and countersigned by the Noble Grand and Secretary. The said Trustees, previous to entering upon the duties of their office, shall give a joint and several bond to the Noble Grand, with two sureties, to be approved by the Lodge, for the faithful performance of their duties.

It shall also be the duties of the Trustees to register in a book kept for that purpose the name and residence of every widow, and the name, age and resi-

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dence of every orphan child receiving benefits from the funds of this Lodge; to watch over their welfare and interests; to visit them, if residing in this place or within one mile thereof, at least once in each quarter, or oftener if necessary; to report their condition to the Lodge whenever occasion may require, and to perform all other duties pertaining to their office.

### ARTICLE XIII.

#### DUTIES OF THE WARDEN.

SECTION 1. It shall be the duty of the Warden to take charge of the regalia and other property of the Lodge, except when a keeper is employed for that purpose; to act as chairman of the Property Committee, and perform such other duties as are prescribed by the charges of his office.

### ARTICLE XIV.

#### DUTIES OF THE CHAPLAIN.

SECTION 1. The Chaplain shall assist in opening and closing the Lodge, according to the requirements of his office.

### ARTICLE XV.

#### DISMISSAL OF OFFICERS.

SECTION 1. Any officer charged with official misconduct may be suspended or dismissed from his office by a vote of two-thirds of the Brethren present and voting on any motion to that effect; provided, always, that he has first received a fair trial according to Article VII. of the Constitution.

### ARTICLE XVI.

#### COMMITTEES.

SECTION 1. The Noble Grand, on the night of his installation, shall appoint, subject to the approval of

the Lodge, the following standing committees, viz., a Visiting, a Finance, and a Property Committee.

SEC. 2. The Visiting Committee shall consist of the Noble Grand, Vice Grand, Treasurer, and four appointed Brothers, whose duty it shall be to visit all sick members of this Lodge, or Brothers reported sick to this Lodge; to render such assistance as such may require and the Lodge allow, and to continue to visit them at least once a week until restored to health. The Noble Grand shall appoint when necessary a competent nurse to attend to members when sick. Each member shall be assessed the sum of fifty cents when necessary, and the total amount of said assessment be carried to the credit of an account which shall be opened in the Lodge under the head of "Nurse Account." All moneys paid to the nurse shall be charged to said account, and the Lodge shall levy a further assessment of not over fifty cents on each member when required.

SEC. 3. The visiting days of each member of the committee shall be: The Noble Grand on Friday, Treasurer on Saturday, Vice Grand on Sunday, and the other members in the order in which they are appointed.

SEC. 4. It shall be the duty of members to attend upon a sick Brother or furnish an acceptable substitute when required by the Visiting Committee. Should a Brother refuse to attend, the Lodge can, on motion, fine him the sum of two dollars. Members shall be called upon in the rotation in which they were admitted into the Lodge.

## ARTICLE XVII.

### FINANCE COMMITTEE.

SECTION 1. The Finance Committee shall consist of the Vice Grand and two appointed Brothers, other

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than the Recording or Permanent Secretaries or Treasurer or Trustees. It shall be their duty to examine all claims against the Lodge and all accounts which may be referred to them, and to report thereon in writing over their own proper signatures; also to inspect and audit the accounts of the Permanent Secretary, Treasurer, Trustees, and all other officers or committees who may be charged with the receipt or expenditure of the funds of the Lodge, and to report in writing on the same at the first regular meeting in each term, or whenever required by the Lodge. The Vice Grand shall be chairman of the committee, and it shall be his duty to receive and file all bills and accounts referred to the committee during his term of office.

## ARTICLE XVIII.

### PROPERTY COMMITTEE.

SECTION 1. The Property Committee shall consist of three members, including the Warden, who shall be chairman thereof, whose duty it shall be to take charge of all regalia and all other effects of the Lodge not especially entrusted to particular officers or committees; to procure such articles as may be necessary or as the Lodge may direct; to cause all repairs to be made to regalia or other Lodge property as to them may seem fit or the Lodge direct, and to make a full written report of the proceedings at the last meeting in each term. This committee shall in no case expend a greater sum in any one term than ten dollars without the consent of the Lodge in regular form.

## ARTICLE XIX.

### COMMITTEE ON CHARACTER.

SECTION 1. It shall be the duty of all Committees on Character to ascertain carefully the age, state of health, profession, habits and character of the candidates referred to them and report thereon to the Lodge at the next regular meeting.

SEC. 2. Any committee or member or members on a committee failing to discharge their duties to the satisfaction of the Lodge may be discharged therefrom by vote of the Lodge to that effect, and every committee or member or members thereof thus discharged shall forthwith surrender, on demand to that effect, to the Noble Grand or such Brother or Brothers as the Lodge may appoint, all books, papers, money and other properties of the Lodge which may be in his or their hands.

## ARTICLE XX.

### TERMS OF ADMISSION.

SECTION 1. For initiation, if under 30 years of age, \$16; 30 and under 40, \$1 additional for every additional year; 40 and under 50, \$3 additional for every additional year; 50 years and over, \$5 additional for every additional year. For admission by deposit of card, if under 30 years of age, \$5; as an Ancient Odd Fellow or non-affiliate, if under 30 years of age, \$10; when 30 years and over, the increase in the scale of initiation fee to be added in accordance with age.

## ARTICLE XXI.

### DUES.

SECTION 1. Every member shall pay into the general fund three dollars (\$3) per quarter, which must be promptly paid in on or before the last regular meeting in each quarter.

## ARTICLE XXII.

### OTHER CHARGES.

SECTION 1. The charges for Degrees in this Lodge shall be \$3 for the First, \$3 for the Second, and \$4 for the Third. The amount of such charges must be deposited in the hands of the Permanent Secretary before any Brother can be balloted for or obtain a

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certificate entitling him to receive such Degrees, but it shall be returned by the Permanent Secretary should such candidate be rejected.

Sec. 2. For every visiting card there shall be a charge of fifty cents.

### ARTICLE XXIII

#### FUNDS.

SECTION 1. There shall be carried to the credit of the Widows' and Orphans' Fund all moneys which, at the time of the passing of these By-laws, may be to the credit of the said fund, one-fifth of all quarterly dues, all fines for neglect of duty, all donations and bequests which may be made thereto, and all proposition fees of accepted candidates who shall not appear for initiation within the required time, and all moneys raised by assessment in aid thereof. All moneys accruing to the Lodge, except such as may be provided for for any special fund, shall be carried to the account of the General Benefit Fund.

### ARTICLE XXIV.

#### ASSESSMENTS.

SECTION 1. Whenever any benefits may become due and payable from either of the funds of this Lodge in the course of any one quarter, if the books of the Lodge do not show sufficient amount to the credit of such fund to meet such benefits, then the Permanent Secretary shall forthwith raise in aid of such fund, by an assessment to be laid in equal proportions upon all the members of the Lodge, the amount necessary to meet such benefit or benefits.

### ARTICLE XXV.

#### INVESTMENT OF FUNDS.

SECTION 1. Investment of all moneys of the Lodge which it may not be deemed necessary to keep in the immediate charge of the Treasurer to meet any ordinary disbursements shall be made in and by the name

of the Lodge (if incorporated), otherwise in the name of the Trustees of the Lodge from time to time in such manner and with such security as the Lodge may require; Provided, always, that no part of the funds shall be loaned to any member of the Lodge. All evidence or certificates of such investments shall be kept by the Trustees; and all dividends, interest and other income accruing therefrom shall be duly demanded and received by them, and the amount thereof shall be paid over forthwith to the Permanent Secretary for delivery to the Treasurer.

SEC. 2. All moneys of the Lodge not invested as aforesaid shall be deposited in the name of the Lodge in a regular chartered bank, subject to the draft of the Treasurer.

SEC. 3. No motion in any way relating to the investment of the funds of the Lodge, or any expenditure of money over \$50 other than for the general purposes of the Lodge and for the relief of members of distant Lodges, shall be put to a vote at any meeting whether regular or special, unless two weeks' notice of such motion has been given by the mover and a written or printed copy of such motion has been sent to every member; at the third meeting should two-thirds of the members present vote in favor of such motion, it shall be carried.

SEC. 4. A member not disqualified to receive benefits, who, by sickness or accident, may be rendered incapable of earning a livelihood, shall receive from the funds of the Lodge the sum of two dollars (\$2) per week, for an initiatory Brother, or of the First and Second Degrees. If he has received the Third or Scarlet Degree, and has been a member of this Lodge for three months, he shall receive two dollars (\$2) for the first week's sickness and eight dollars for twenty-six weeks thereafter, six dollars per week for the next twenty-six weeks' continuous sickness, and four dollars per week after fifty-three weeks' continuous sickness. His benefits shall not

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commence more than one week previous to the time of being reported to the Lodge, and in no case shall benefits be paid for less than one week's sickness. If his sickness or inability proceed from intemperance or immoral conduct, or be occasioned by any constitutional disease or bodily infirmity which existed at the time of his admission, and which was concealed intentionally from the Lodge, he shall not be entitled to receive any benefits. In all cases in which a sick member has received any benefits, and by reason of the recovery of his health ceased to receive benefits, he shall not be entitled to re-commence the receipt of full benefits until he has been able to resume his business or occupation for six months, commencing from the day of his ceasing to receive benefits; but, if he shall fall sick within that time, he shall be placed in the same position as when he ceased to receive benefits, and be paid the same benefits as he was then receiving, but when six months shall have elapsed after his restoration, if he fall sick, he shall receive his full benefits.

SEC. 5. To entitle a member taken sick at a point remote from the Lodge to benefits, he shall send or cause to be sent to the Noble Grand a true statement of his case, complaint and circumstances and the cause and origin of his illness, attested by the Noble Grand of some Lodge near him, but if there be no Lodge near him, then the same must be stated by a certificate of a physician, a magistrate, a British Consul, or a master of a vessel.

SEC. 6. No member who may neglect his dues for the space of thirteen weeks shall be entitled to receive benefits by reason of any payments he may make during his sickness or bodily infirmity.

SEC. 7. On the death of a Brother entitled to benefits, a sum of seventy-five dollars (\$75) shall be appropriated and paid by the Noble Grand in defraying his funeral expenses. On the death of the wife of a Brother entitled to benefits, he shall receive

thirty-five dollars (\$35) to assist him in defraying funeral expenses. On the death of the widow of a Brother who was at the time of his death in good standing, the sum of thirty-five dollars (\$35) shall be appropriated to assist in defraying her funeral expenses, unless otherwise ordered by the Lodge. If no funeral expenses are incurred by the death of a Brother, wife or widow, no appropriation shall be made from the funds of the Lodge.

SEC. 8. This Lodge may, if they deem it necessary, engage a physician to visit any sick member for the purpose of ascertaining the nature, cause and origin of his sickness or affliction and report the same to the Lodge, the physician to be accompanied, if possible, by one of the Visiting Committee. Should he (the sick member) refuse to be seen or examined by the visiting physician, he shall forfeit all claim to benefits for such sickness or affliction; and any member detected imposing or trying to impose on the funds of this Lodge shall, on conviction, be expelled.

## ARTICLE XXVI.

### WIDOWS AND ORPHANS.

SECTION I. The widow of any deceased member of this Lodge who was at the time of his death in good standing, shall receive from the Widows' and Orphans' Fund of this Lodge an amount equal to one dollar (\$1) per member in good standing at the time of his death. Should such Brother leave orphans and no widow, the Trustees of this Lodge shall expend said sum for the benefit of the orphans.

SEC. 2. Should the family of a deceased Brother be in need of a protector or guardian, the Lodge shall, to the best of its powers, protect and assist them, and endeavor to place them in such positions as to enable them to be useful to themselves and to society.

## ARTICLE XXVII.

## RELIEF IN SPECIAL CASES.

SECTION 1. Whenever it may become known that any Brother of this Lodge has been reduced to a state of pecuniary distress by any sudden or unlooked for dispensation, his case shall be referred to a special committee of three Brothers, whose duty it shall be to examine into the same and report to the Lodge whether any and what sum in their opinion should be granted for relief, and it shall be competent with the Lodge, by a vote of not less than two-thirds of the number of the members present, to grant him any sum not exceeding fifty dollars (\$50).

SEC. 2. If a member of a distant Lodge applies for relief, on the presentation of his card, his case shall be referred to the Noble Grand and two or more members who shall have attained the Degree of Truth, who shall examine him, and, if satisfied, they shall be at liberty to contribute at once a sum not exceeding five dollars (\$5). They shall report their action to the Lodge at the next regular meeting, when, if necessary, such further sum may be voted as may be deemed proper, not exceeding ten dollars, and such sum or sums shall be specified on his card.

## ARTICLE XXVIII.

## FINES.

SECTION 1. All fines incurred by Brothers or imposed by the Lodge shall be forthwith charged by the Permanent Secretary to the account of the Brother incurring them, and shall become due and payable in all respects as though they formed part of the regular quarterly dues at the end of the term, viz., June 30th and December 31st.

## ARTICLE XXIX.

## SUSPENSION AND EXPULSION.

SECTION 1. Any Brother guilty of improper conduct or language in the Lodge, or who shall bring

charges against a Brother on evidence which the Lodge shall not regard as sufficient to warrant him in so doing, or who shall knowingly misrepresent the qualifications of any candidate for admission, or who shall abuse or attempt to abuse in any way the benevolent intentions of the Order, or who shall be found guilty of fraud in any business transaction or other dishonorable conduct, or of habitual drunkenness or immorality, or of any infraction of the laws of the land, shall be suspended from membership or expelled, as the Lodge may by vote determine.

SEC. 2. If any member of this Lodge shall disclose the rejection of a candidate for initiation or for admission by card, he shall be subject to expulsion or such other punishment as the majority of the Lodge may determine. Whenever such rejections occur, this clause shall be read in the Lodge. All proceedings under these Articles shall be in conformity with Article VII. of the Constitution.

### ARTICLE XXX.

#### REGALIA.

SECTION 1. All officers shall wear the regalia of their respective offices while present in the Lodge.

### ARTICLE XXXI.

#### CARDS.

SECTION 1. Visiting cards shall be granted in conformity with Article XI., Section 2, of the Constitution. Withdrawal cards shall be balloted for after the applicant has paid all dues and charges to date, including the fee for the card, and if a majority of white balls appear, the card shall be granted.

### ARTICLE XXXII.

#### REFRESHMENTS.

SECTION 1. All spirituous, vinous and malt liquors shall be excluded from the Lodge room and ante room while under control of this Lodge.

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SEC. 2. The use of tobacco shall not be allowed while this Lodge is in session.

### ARTICLE XXXIII.

#### MISCELLANEOUS.

SECTION 1. On the death of a Brother of this Lodge, it shall be the duty of the Noble Grand and the other authorized officers to immediately make preparations for the funeral, and, as soon as possible after the death of a Brother is made known, summon every member of the Lodge to attend the funeral by advertising a notice thereof in as many of the daily papers as the exigency of the case will admit, unless otherwise requested by the nearest relations of the deceased.

SEC. 2. The Brothers shall assemble at the Lodge room, where the roll of members shall be called, and all who are absent shall be subject to a fine of one dollar. Sickness or attendance upon the sick, burial of the dead, absence from the city, or attendance as a juror, shall be sufficient excuse to remit the fine, but in no case shall the fine be remitted, except upon a vote of two-thirds of all the members present.

SEC. 3. Any Brother who shall be present and answer his name to the roll call, and afterwards leave the Lodge or procession without permission of the Noble Grand, shall be subject to a fine of one dollar, and it shall be the duty of every Brother to report all such cases to the Noble Grand.

SEC. 4. Every officer who may be required to state his duties or deliver any charge in the Lodge shall commit his part to memory within two weeks after his installation.

SEC. 5. No part of these By-laws shall be repealed, amended, suspended, altered or annulled unless a proposition in writing be made at least two regular meetings previous to the time of its being acted upon; but when, if two-thirds of all the members present vote in favor of such proposition, it shall be adopted.

SEC. 6. These By-laws shall take effect from the time of their adoption by this Lodge, subject to the approval of the Grand Lodge, and at that time all By-laws enforced prior to the date thereof shall stand repealed, and all Resolutions or Rules of Order that conflict with these By-laws or Resolutions and Rules of Order except attached hereto shall be rescinded.



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# RULES OF ORDER

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## Vancouver Lodge No. 8

I. O. O. F.

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RULE 1. As soon as the presiding officer shall have taken the chair, the officers and Brothers present shall take their respective stations, and the Lodge shall then be opened in ancient form.

RULE 2. The order of procedure after opening shall be as follows :

1. Calling of the Roll of Officers.
2. Reading by the Secretary of the minutes of the last Lodge night, the consideration of any objections which may be made to any part thereof, and their approval with or without amendment, as the case may require.
3. The consideration of any excuses which may be offered by absentees from previous meetings.
4. The receiving and consideration of any reports from the Visiting Committee or from other Brothers who may have to report the fact of any Brother being sick or in distress.
5. The receiving and considering of reports of Committees on Character and balloting thereon.

6. The initiation of candidates for membership and conferring Degrees.

7. The receiving of propositions for membership and their reference to Committee on Character.

8. The receiving and consideration of any reports of officers or standing committees which may require to be made in pursuance of the By-laws.

9. The receiving and consideration of any reports of special committees in order of their seniority.

10. The reading and consideration of accounts and other communications in the hands of the Secretary.

11. The nomination or election of officers on the evening designated for such nomination or election.

12. Good and welfare being first, unfinished business in order of priority at former meetings, secondly new business.

13. The closing of the Lodge.

RULE 3. Any member offering a motion, must do so in writing, if a request to that effect be made by the Secretary, the presiding officer or the Lodge.

RULE 4. No question shall be put by the presiding officer unless regularly moved and seconded, nor be open for consideration until so put, and, when put, no other motion shall be receivable unless it be a motion

1. To adjourn.
2. To lay on the table.
3. To put the previous question.
4. To postpone.
5. To refer, or
6. To amend.

These several motions, if made, shall have precedence in the order above stated, and the first, second and third thereof shall be decided without debate.

RULE 5. The previous question shall be put from the Chair only after it shall have been ascertained that the call therefor is sustained by a majority of

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members of the Lodge present, and shall then always be put in the words following, "Shall the question be now put?" which shall be understood to have reference to whatever question may be pending immediately before such call for the previous question may have been made.

**RULE 6.** If the vote of the Lodge taken pursuant to such call for the previous question be in the affirmative, the presiding officer shall thereupon forthwith put to the vote the question so pending immediately before such call, and shall allow no amendment or further debate thereon; and if, on the other hand, the vote of the Lodge be in the negative, the presiding officer shall be thereby precluded from putting to the vote during the remainder of the current term the question so pending as aforesaid.

**RULE 7.** Any member may require a division on a question when the sense will admit of it.

**RULE 8.** When a blank is to be filled, the question shall first be taken on the highest sum or number and longest or latest time proposed.

**RULE 9.** The yeas and nays shall be taken and recorded on the call of any member duly seconded.

**RULE 10.** After any question except that of indefinite postponement or the previous question may have been decided, any two members having voted in the majority may at the same or next regular meeting move for a reconsideration thereof, but no discussion on the main question shall be allowed upon such motion.

**RULE 11.** Any question decided by the Lodge shall not again be brought before it otherwise than by reconsideration, as provided in the foregoing rules, unless notice thereof shall have been given at the meeting immediately preceding, and such notice shall not be received during the time in which the question has been decided.

RULE 12. Every member shall have the privilege of speaking twice on any question, but not oftener, unless by permission of the presiding officer.

RULE 13. Any Brother intending to speak on a question shall rise in his place and respectfully address the presiding officer, confining himself to the question and avoiding personalities; and should more than one Brother rise to speak at the same time, the presiding officer shall determine which is entitled to the floor.

RULE 14. The presiding officer or any member may call a Brother to order while speaking, and in such case the debate shall be forthwith suspended, and the Brother so called to order shall not proceed until the point of order thus raised be determined, nor speak upon such point of order, unless it be to make necessary explanation or appeal from the decision of the Chair.

RULE 15. In all cases where a member may appeal from the decision of the Chair, he shall use the words following and none other, unless it be for necessary explanation: "Noble Grand, I respectfully appeal from the decision of the Chair to the Lodge." The Lodge shall, after such explanation from the presiding officer as he may deem necessary, proceed forthwith to consider and vote upon the question, "Will the Lodge sustain the decision of the Chair?" After other business is taken up, it is too late to appeal.

RULE 16. Any Brother who may have been called to order for manifestation of temper or improper feeling, must apologize to the Lodge or to any aggrieved party if required so to do by the presiding officer, and shall not speak again on the pending question, except to explain or apologize, unless specially permitted so to do by the presiding officer.

RULE 17. The presiding officer of the Lodge may at any time require all members present to vote upon any pending question, or may excuse any member or members from so doing.

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RULE 18. Brothers not members of this Lodge may at any time require all members present to vote upon any pending question, or may excuse any member or members from so doing.

RULE 19. No Brother shall retire while the Lodge is open without the permission of the presiding officer.

RULE 20. Any brother may excuse himself from serving on a committee if at the time of his appointment he is a member of two other committees. No Brother can be appointed on a committee when absent from the Lodge.

RULE 21. The first Brother named on a committee shall act as chairman until another is chosen by the committee. The mover of a resolution referred to a special committee is usually the first named thereon.

RULE 22. No committee can be finally discharged until all the debts contracted by it shall have been paid.

RULE 23. A motion to suspend or alter the order of the procedure as contained in Rule 11 for the remainder of the meeting may at any time be carried by a vote of not less than two-thirds of the members present and voting thereon, but no motion to suspend or alter such order of procedure shall at any time be put to vote.

RULE 24. These Rules or any part thereof shall only be altered, amended, suspended or annulled, except in the case provided for by Rule 23, by action of the Grand Lodge of British Columbia.

W. FRASER,  
Chairman.

W. E. JOHNSTONE,  
T. F. NEELANDS,  
S. HOLLANDER,  
GEO. POLLY.

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## AMENDMENTS

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[The following blank pages are left for the purpose of filling in any Amendments to the foregoing By-laws or any new legislation that may be enacted. Members are requested to make the necessary corrections as they occur.]